

Hardwick Parish Council
Minutes of the Meeting held on Wednesday 28 September 2022 at 7.00 pm
Held at The Cabin at St Mary's, Hardwick

Present: Councillors: A Gill (Chairman), J Armisen, J Dabrowski, P Rangadurai, C Phillips, S Krishnamurthy and B Coxall.

In attendance: 4 members of the public, District Cllr L Nieto and Mr Ben Stoehr (Minutes Secretary, LGS Services).

Open public session including reports from the County and District Councillors

District Cllr Nieto introduced herself and reported that there had been a full Council meeting this month at which the main topic was cuts to the Stagecoach bus services. The needs of South Cambridgeshire for bus services were very different from the City. Cllr Nieto was applying pressure on the Mayor for improved services.

The Parish Council highlighted that there were many concerned residents and it was not known how students would get to college. Cllr Nieto responded that she understood the Mayor had provided funding to plug the gap. Concerns were expressed that the village was being pushed into a corner and there would be other consequences.

A resident stated that Stagecoach had spoken to Whippet Coaches who were in dialogue with the Mayor to provide a replacement service. The Mayor's communications team had said that Hardwick was on the negotiation list and has not been removed but re-rated and it was not a foregone conclusion that the Citi4 service would be lost, although Stagecoach had pulled out. Further information should be available after the Combined Authority meeting on 19 October. The talks about the busway and congestion charges had shown that more buses were needed, not fewer. The resident expressed the hope that the Parish Council would make representations to the Mayor to save and secure services.

A resident asked whether the Mayor had input on routes and emphasised the need to ensure the routes were right for the public rather than for the providers. Cllr Nieto believed that the Mayor did have influence on routes.

The Parish Council pointed out that Cambridgeshire had lost out on £54M of funding last year. The view was expressed that if talks had been ongoing since May it was not acceptable to be hearing of these developments now with only a short time until they impacted.

A resident observed that the village had many young families with livelihoods on the line who relied on buses for work, and an unreliable service damaged confidence and further reduced usage.

1. To receive apologies for absence

Apologies had been received from Cllrs Moffett and Rose (both out of parish).

2. Declarations of interest

2.1 To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held

None.

2.2 To receive written requests for dispensation and grant any as appropriate for items on this agenda

None.

3. To approve the minutes of the previous meeting on 17 August

RESOLVED that the minutes of the meeting on 17 August be approved and signed by the Chairman as a true record. (Prop PR, 2nd JD, unanimous)

4. Matters arising or deferred from the last or previous meetings for discussion/decision

- 4.1 (4.1) To consider any applications received for co-option to fill vacancies
RESOLVED to co-opt Brian Coxall as a member of the Parish Council. ^(Prop AG, 2nd JG, unanimous) Cllr Coxall signed his Declaration of Acceptance of Office before taking his seat.

- 4.2 (4.3) To consider and agree Terms of Reference for Community Engagement Working Group
RESOLVED to accept Cllr Rangadurai's proposal and adopt the terms of reference subject to review as required. ^(Prop AG, 2nd SK, unanimous)

The Community Engagement Working Group is appointed to bring the people of the village and the parish more closer. The Group will exclusively work to meet with our residents on a regular basis, conduct door to door campaigns on understanding current gaps and needs, have the Council participate often in social events (for example have stalls in Eco events, PTA events, village fairs) that will open up opportunities for residents to actively meet the Councillors and exchange ideas.

- 4.3 (4.6) To consider price for annual bramble control within the maintenance contract if received
RESOLVED to note that the contractors had met with the Chairman and whilst a quotation had not yet been provided, they would look at this after the mowing season.

- 4.4 (4.10) Memorial bench location – update report
RESOLVED having considered Cllr Phillips's report that she had spoken to the family who preferred the current location, to leave the bench as it is.

- 4.5 (9) Proposal that the Council writes to residents where hedges are overhanging
RESOLVED to defer this item to the next meeting pending receipt of details of the issues.

- 4.6 Millers Way update report and to consider two staggered barriers design, size and costs and to authorise the contract with John Cobb and Sons to be signed
RESOLVED having considered the Chairman's report on the background to the barriers that the Chairman should measure an existing barrier and that similar sizes should be used.

RESOLVED that other matters arising for information should be added to the agendas.

5. Finance, procedure and risk assessment

- 5.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers

RESOLVED to note that the Clerk used delegated powers together with the Chairman in relation to the Community Centre:

- To confirm that the council has no objections to 2m trial pits being dug on the recreation Ground for the Community Centre. Quotes are being obtained by Andrew Firebrace. Cllrs Rose, Gill and the Clerk have delegated powers to put works in hand.
- To accept a quote for Building Control Charge: £2250.00 + VAT (£450.00) = £2700.00 from 3C Shared Services The quote is less than budget and we understand it is less than the quotes from independent contractors. The architect recommends this one because it is from the 3C shared services team and the architect believes they are the most appropriate supplier for this project being in the public sector.

- To respond to planning applications between meetings as detailed under item 6.

RESOLVED to note that the Chairman together with the Clerk also used delegated powers to contract Dynorod to clear the HSSC drains at a cost of £185.00 plus VAT.

5.2 To receive play areas and skate park inspection reports and consider if any work is required

RESOLVED, given that there was a large amount of litter at the skate park, to ask the litter picker to take a look, but there were no other problems other than outstanding RoSPA work.

5.2.1 To consider quotation for missing connectors on climber at Egremont Road play area

RESOLVED to accept the quotation from RPM for £480.00 plus VAT to carry out the repairs. (Prop JD, 2nd AG, unanimous)

5.3 To receive the financial report and approve the payment of bills

RESOLVED that the payments as listed as below in the finance report should be paid, plus PKF Littlejohn (external audit) £1560.00, Dynorod (HSSC drains) £222.00, RH Landscapes (grass cutting and brambles) £390.00, £960.00, £300.00, £300.00 and £120.00, but excluding the payment of £8814.35 to Balfour Beatty pending satisfactory completion of the project. (Prop JD, 2nd PR, unanimous)

Salaries and Pensions	£799.27
G Moffett (Expenses – website book)	£9.87
LGS Services (Admin support)	£1397.16
I Giddings (Notice board installation materials)	£65.66
Cabin at St Mary's (Room hire)	£28.50
Madingley Mulch (Pitch repair materials)	£77.40

RESOLVED to pay Balfour Beatty when the work has been signed off by Alan Everitt.

Thanks were expressed to Cllrs Dabrowski and Moffett and Ian Giddings for their help.

5.4 To consider whether to seek quotations for carrying out a tree survey

RESOLVED to seek quotations for carrying out a tree survey and to include ahead of the transfer an assessment of the trees on the land which is to be transferred to the Parish Council. (Prop AG, 2nd SK, unanimous)

5.5 Email account renewal and arrangements

RESOLVED to provide Cllr Coxall with a dedicated email address.

RESOLVED, noting the importance in case of the Webmaster's unavailability, that other councillors should have admin rights for email and website, to appoint Cllrs Dabrowski and Krishnamurthy as Deputy Webmasters to work with Cllr Moffett.

RESOLVED to review the application for co-option form and its publication for GDPR purposes.

RESOLVED that Facebook administration should be discussed at the next meeting and that Cllrs Dabrowski and Phillips should take this on temporarily in the interim.

RESOLVED that the email and website renewals should be paid by the Chairman and reclaimed as out of pocket expenses.

5.6 Option to opt out of the SAAA central external auditor appointment arrangements

RESOLVED to seek quotations if possible for the next meeting.

6. Planning Applications and Decision notices and tree works applications

6.1.1 21/03438/NMA1 – Land at 147 St Neots Road – Non-material amendment of planning permission 21/03438/FUL (Erection of nine self-contained residential flats

- and associated infrastructure and works) – Change condition 29 wording from “No demolition/development” to “Prior to digging of foundations”
Noted.
- 6.1.2 21/01832/CONDU – Land south of St Neots Road – Submission of details required by condition 3 (Surface water) of planning permission 21/01832/FUL
Noted.
- 6.2 SCDC and appeal decision notices - to note
- 6.2.1 22/03347/S73 – 277 St Neots Road – S73 to vary condition 2 (drawings) of ref 20/04485/FUL. (Change of use of outbuilding to single dwelling with associated alterations. Creation of second floor to original dwelling via raising of roof height, front and rear dormers, and Juliet balcony to side elevation) to allow access to the proposed dwelling via the adjacent development on Howells Way rather than via St Neots Road. Response made between meetings under delegated powers – The Parish Council made no comment. Permission granted by SCDC.
- 6.2.2 21/03438/FUL – Land at 147 St Neots Road – Erection of nine self-contained residential flats and associated infrastructure and works – Permission granted by SCDC.
- 6.2.3 22/01502/FUL – Recreation Ground, Egremont Road – Creation of new Community Centre and associated facilities for Hardwick village – Permission granted by SCDC.
- 6.2.4 22/01640/HFUL – 37 Cambridge Road – Single storey rear extension, alteration to front element’s roof pitch, application of external insulation with render finish, replacement fenestration, installation of solar panels, and extension to existing dropped kerb – Permission granted by SCDC.
- 6.2.5 20/02728/NMA2 – Land south of 279 St Neots Road – Non-material amendment on planning permission 20/02728/REM for the inclusion of private access to the rear of 277 St Neots Road – Permission granted by SCDC.
- 6.2.6 21/01832/CONDS – Land south of St Neots Road – Submission of details required by condition 24 (Recycling and waste) of planning permission 21/01832/FUL – Condition discharged in full.
- 6.2.7 21/01832/CONDT – Land south of 279 St Neots Road – Submission of details required by condition 6 (Drainage) of permission 21/01832/FUL – Condition discharged in full.
- 6.2.8 21/01832/CONDA – Land south of 279 St Neots Road – Submission of details required by condition 4 (Long term drainage maintenance) – Condition discharged in full.
- 6.2.9 21/01832/CONDH – Land south of 279 St Neots Road – Submission of details required by condition 22 (Street furniture/boundary treatment/landscape management) – Condition discharged in full.
- 6.2.10 20/04485/CONDA – 277 St Neots Road – Submission of details required by condition 8 (Traffic management plan), 9 (Surface water and foul water drainage) and 13 (Wifi and suitable ducting) of planning permission 20/04485/FUL – Condition discharged in full.
- 6.3 Tree works applications
- 6.3.1 22/0895/TTCA – 16 Main Street – To note response made between meetings – The Parish Council made no comments
Noted.
- 6.3.2 22/0896/TTCA – 8 Main Street - To note response made between meetings – The Parish Council made no comments
Noted.

7. Members' reports and items for information only**7.1 New Housing Developments and Planning Obligations including invitation to members to attend a meeting with the HCCWG to update them on the Community Centre project**

RESOLVED to notify Cllr Rose that all members are interested in attending a meeting with the HCCWG.

RESOLVED to note the Chairman's report on correspondence from the developer about a proposed development adjacent to Meridian Close.

On a proposition by the Chairman, it was agreed to vary the order of business to take item 7.4 next.

7.4 Proposal that the Council considers possible changes to the bus service and the issue that Stagecoach has decided to eliminate Hardwick from their existing stops

RESOLVED to publicise on Facebook and on the website that there will be a bus service but it is due to be confirmed on 19 October.

RESOLVED to write to the Mayor and ask for information and reassurance that the services would be retained and to ask District Cllr Lina Nieto also to write on behalf of the village.

RESOLVED that the Chairman should write to District Cllr Nieto and send the Parish Council's letter by the end of the week.

RESOLVED to publish on Facebook and on the website details of car share/community transport schemes if necessary as a Plan B.

RESOLVED that Cllr Krishnamurthy should contact the School.

RESOLVED that the email from the Combined Authority should be published on Facebook by Cllr Dabrowski and Phillips.

7.3 Proposal that the Parish Council considers arrangements for the installation of the Jubilee notice board

RESOLVED to note that James Wakeling would be installing the Jubilee notice board and plaque on Saturday.

RESOLVED that the old notice board should be kept as it could be used at Meridian Fields subject to the land transfer. Cllr Gill to inform Mr Wakeling.

RESOLVED that the remaining items 7.2, 8.1, 8.2 and 8.3 be adjourned to the next meeting.

9. Closure of meeting and items for the next agenda

The meeting closed at 9.35 pm.

SignedChairmandate